



HEAP 2013
(HOME ENERGY ASSISTANCE PROGRAM)

The Community Action Partnership of San Bernardino County (Energy Conservation Program) is processing HEAP (Home Energy Assistance Program) applications for qualifying residents to receive an annual CREDIT, which can be applied towards, GAS or ELECTRIC accounts. **Qualification will be based on criteria set by the State and agency profile goals.**

DOCUMENTATION REQUIRED: (COPIES ONLY)

- Both **CURRENT GAS** and **ELECTRIC** bills are required (pages 1 & 3 of the electric bill).
- **DISCONNECT NOTICE** (If attending appointment for Emergency Utility Assistance)
(note: Bills must be for a minimum of 22+ days of service.)
- **Rental agreement** A **MUST** for **CURRENT** address /**mortgage** payment book showing your name and proof of residency. **NO RENT RECEIPTS**

Acceptable types of IDENTIFICATION:

- **PICTURE ID** with **CURRENT** address a **MUST**
 - **SOCIAL SECURITY CARDS A MUST for APPLICANT & SS#'S and Dates of Birth for all Household members.**

CURRENT VERIFICATION OF INCOME:

- **CURRENT** month **AFDC (TANF), FOOD STAMPS, General Relief.**
- 2013 **SSI/SSA** Award letter or **CURRENT** Bank Statement showing amounts deposited. **NO 1099 forms for the year 2012 SSI/SSA payments.**
- **WAGES-Pay stubs for all PRIOR 30-DAY pay periods.** If paid weekly we need four, If paid twice a month we need two.
- Verification of child support ("CURRENT MONTH" printout of prior 30 days monies issued) from the district attorney's office
- For state disability, worker's compensation, unemployment benefits or pension, you must show all pay stubs for all pay periods for the prior 30 days.
- Need verification of income for other adults in household. **(If he/she does not have income, a CSD 43B SURVEY OF INCOME must be completed by each adult member).**
- Income contributions/cash payments should include date, name, address of person giving contributions.

MAIL COMPLETED APPLICATIONS WITH APPLICABLE DOCUMENTS

Community Action Partnership of San Bernardino County
696 S. Tippecanoe Avenue
San Bernardino, CA 92408-0610
(909) 723-1680